VILLAGE OF LOWVILLE
BOARD OF TRUSTEES

Meeting Minutes
February 26, 2025

Call to Order

A regular meeting of the Board of Trustees of the Village of Lowville was called to order at 4:00 PM on February 26, 2025 by Mayor Danny Salmon. The meeting was opened with a moment of silence for Nancy Hanno.

Roll Call:

Meeting included the following board members:

Mayor Danny Salmon *Trustee Anthony Adsit* *Trustee Charles Terrillion*
Trustee Timothy Widrick

Others:

Paul Denise *Atty Burrows* *Wendy Snowden* *Daryl Ortlieb*
Ann Nortz *Henry Avallone* *Bob Mullin*
Jeanna Judd *Andrea Moroughan* *Joe Austin* *Dudley Rombaugh*

Orders of the Day:

4:10pm - Motion by Trustee Adsit, seconded by Trustee Terrillion to open the public hearing to repeal and replace the Firefighters/Ambulance Workers Exemption. All in favor.

4:11pm – Motion by Trustee Adsit, seconded by Trustee Terrillion to open the public hearing to repeal and replace the Senior Citizens Exemption. All in favor.

4:15pm – Motion by Trustee Adsit, seconded by Trustee Widrick to close the public hearing for the firefighters/ambulance workers exemption. All in favor.

4:15pm – Motion by Trustee Adsit, seconded by Trustee Terrillion to close the public hearing for the senior citizens exemption. All in favor.

Public Comment:

- Dave Schultz questioned when the sewer line in front of his house will be checked by DPW.
- Dudley Rombaugh thanked the DPW for a great job done this winter. He also commented that the DPW employees are always polite when asked questions. Mr. Rombaugh stated he would like the Village to consider contracting out cleaning the sidewalks due to some residents not taking care of in the winter.
- Richard Defone questions when the exemptions would be effective. He also asked what repeal meant for the exemptions.
- Atty. Hyde Clark addressed the Board regarding the proposed Verizon tower at the Fairgrounds. Atty. Burrows will follow up with the County Planning Board regarding tower specifications. Atty. Burrows will also follow up with Mr. Clark regarding the specifics of the application in front of the joint planning board.

Approval of Minutes/Excuse Board Members:

- *Motion by Trustee Widrick, seconded by Trustee Adsit to approve the minutes of the January 15, 2025 meeting. All in favor.*
- *Motion by Trustee Widrick, seconded by Trustee Adsit to approve the minutes of the February 3, 2025 meeting. All in favor.*

Approval of Vouchers:

Motion by Trustee Terrillion, seconded by Trustee Widrick to approve the vouchers as audited. All in favor.

A #010	$	127,329.82
F #008	$	143,099.22
G#008	$	24,796.63
HA#008	$	2,859.00

Unfinished Business

- **Local Law 1 – Firefighter/Ambulance Workers tax exemption:**
  - *Motion by Trustee Adsit, seconded by Trustee Widrick to approve the tax exemption as presented. Roll call vote: Mayor Salmon-yay; Trustee Terrillion-yay; Trustee Adsit-yay; Trustee Widrick-yay. Motion carried.*

- **Local Law 2 – Senior Citizens real property tax exemption:**
  - *Motion by Trustee Adsit, seconded by Trustee Widrick to approve the tax exemption as presented. Roll call vote: Mayor Salmon-yay; Trustee Terrillion-yay; Trustee Adsit-yay; Trustee Widrick-yay. Motion carried.*

- **Joint Planning/Zoning Contract:**
  - Mayor Salmon reported he and Supt. Denise will meet with Supervisor Mullin on Friday to discuss this matter.

- **Zoning Law Amendments:**
  - Trustee Widrick reported there was an error in the last law filed with the Department of State on zoning. Trustee Widrick is working to make additional changes for the code to be presented to the Board for review.

- **Flood Mitigation:**
  - Supt. Denise reported there are weekly meetings regarding this issue. Because of how the Village completed the repairs and submitted to FEMA it looks like a majority of our reimbursement should be within a year. GYMO, PC will complete a study documenting all of the drainage system as the only information we have is from 1930's to 1940's. Supt. Denise reported FEMA will cover the cost of this study.

New Business:

a. **Body Worn Cameras Policy:**
   - Chief Ortlieb presented a policy that needs to be in place for the Body Worn Cameras before being used.

- *Motion by Trustee Terrillion, seconded by Trustee Adsit to approve the policy as written. All in favor.*

b. **Tax Cap – local law:**
- *Motion by Trustee Terrillion, seconded by Trustee Widrick to hold a public hearing on March 19, 2025 at 4pm for the tax cap override. All in favor.*

c. **Music in the Park:**
- Mayor Salmon reported that Mr. Trainor is in the process of enlisting bands for the 2025 music in the park program.

d. **Budget Amendments:**
- *Motion by Trustee Terrillion, seconded by Trustee Adsit to approve the budget amendments as presented. All in favor.*

e. **Defense & Indemnification of Officers & Employees:**
- Attorney Burrows explained the Village should have a law for defense & indemnification for the protection of officers & employees should need arise.

- *Motion by Trustee Adsit, seconded by Trustee Widrick to schedule a public hearing for March 19, 2025 at 4pm. All in favor.*

f. **Bowers & Company – Agreed upon Procedures:**
- The final report for the agreed upon procedures completed by Bowers & Company was submitted for Board review.

g. **Fire Department MOU:**
- Lowville Fire Department requested Mayor Salmon sign an MOU/Lease agreement between the Fire Department and Lewis County for the purchase of new radios.

- *Motion by Trustee Adsit, seconded by Trustee Terrillion to authorize Mayor Salmon to sign the MOU/Lease Agreement. All in favor.*

h. **Deputy Mayor Signature:**
- *Motion by Trustee Adsit, seconded by Trustee Widrick to authorize the Deputy Mayor sign documents in the Mayor's absence. Roll call vote as follows: Mayor Salmon-yay; Trustee Widrick-yay; Trustee Terrillion-yay; Trustee Adsit-yay. Motion carried.*

Correspondence:

a. **RACOG Updates (February 2025):**
Mr. Dietrich presented updates for February 2025.

b. **Lewis County – taxable values for exempt properties- 6/1/25 taxes**

Officers & Committee Reports:

a. **Village Attorney:**
Executive session.

b. **Mayor**:
None.

c. **Clerk/Treasurer**:
February's Treasurer's report is presented.

d. **Chief of Police**:
Chief reported the new police car has been delivered. The new server will be installed on Friday.

e. **Superintendent**:
Supt. Denise reminded Village residents they have 48 hours after a snow event to clear sidewalks or be assessed a fine. Trustee Terrillion stated he received a call from a Village resident who wished to remain anonymous on how impressed they were with the condition of with the snow removal.

f. **Capital / Future Planning:**
None.

g. **Personnel:**

Mayor Salmon removed himself from personnel committee and appointed Trustee Widrick to the committee.

h. **Finance:**

None.

i. **Liaisons:**

- Fire Department:
    - Joe Austin reported the Fire Department is having their banquet on Saturday. Mr. Austin would like the snowbank in the Key Bank parking lot addressed. Supt. Denise reported he has been in contact with the responsible party. There was discussion on plans in the future regarding the roof.
- Police Department:
    - None.
- Joint Planning Bd./ZBA:
    - None.
- Municipal Board:
    - None.
- Town:
    - None.
- County:
    - None.

- Recreation:
    - None.
- RACOG:
    - None.

Executive Session:

- *5:00pm: Motion by Trustee Adsit, seconded by Trustee Terrillion to enter executive session for a threatened, pending or proposed litigation & personnel matter. All in favor.*
- *5:40pm: Motion by Trustee Adsit, seconded by Trustee Widrick to exit executive session. All in favor.*

- *Motion by Trustee Adsit, seconded by Trustee Widrick to appoint Jeanna Judd to fill the vacant Trustee term through 3/31/26. All in favor.*
- *Motion by Trustee Widrick, seconded by Trustee Terrillion to update the administrative policy handbook to reflect accumulative time instead of consecutive. All in favor.*

Adjournment:
5:50 PM - Motion by Trustee Salmon, seconded by Trustee Adsit to adjourn the meeting. All in favor.

Minutes submitted by: _____
WSS